

**SCHOOL BOARD
FINANCE SUMMARY FORM**

The purpose of the document is to present the Providence School Board and Finance Committee with the necessary information to make data-informed decisions about the district's spending as it pertains to contracts.

Instructions:

1. Please complete this form as fully and accurately as possible according to the guidance provided in each section.
 - a. The form must be completed if:
 - i. the total of the purchase or contract exceeds \$200,000
 - ii. the contract is for a term of more than one year
 - iii. the purchase or contract was NOT the result of formal competitive bidding or cooperative purchasing (i.e. it is a sole source purchase)
2. Once this form has been completed, send a copy to the Director of Purchasing and the Board Services Team. They will notify you of the next Finance Committee meeting and host a contract presentation review prior. Finance Committee typically meets the second Wednesday of the month. Only purchases/contracts that have already been reviewed and approved by the Superintendent will be scheduled before the Finance Committee.

Vendor Name: Teach For America

Amount: \$10K/tch w/ cap 50 (\$500K max)

Source of Funds and Fiscal Year: District-Based School-Based

Check box for fiscal year: FY22 FY23 FY24

Purchase or Contract: Purchase Contract

Length of Contract (list start date and end date): July 1, 2022 - June 30, 2023

PPSD Contact Name: Gina D'Addario

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with Teach For America (vendor name) for recruitment and development (type of services) amounting in \$ up to \$500K (total amount in dollars) for schools throughout the district (school name(s)). If approved, the contract will begin 7/1/2022 (date) and end 6/30/2023 (date), approximately.

Justification of Spending:

Provide 5-7 points that support the recommendation as to why funds should be spent this way.

Use the prompts to help guide your response.

- a. *How is this connected to the Turnaround Action Plan/ aligned to the district's vision?*
- b. *Why does the district need this purchase?*
- c. *Why is the dollar amount requested the necessary amount?*
- d. *What are the implications of not spending this money?*

The PPSD Turnaround Action Plan calls for increasing the percentage of fully staffed classrooms at the beginning of the year to 98% by AY2425. By partnering with TFA, we have the potential to recruit, retain, and support up to 50 candidates for neighborhood schools in PPSD in SY23. TFA recruits teachers for a minimum two-year commitment in a high-need school or subject and the programs have a far reaching positive impact on our efforts to improve educational equity and developing a diverse workforce. By spending \$10,000 per teacher, TFA is able to cover a portion of the full cost of recruiting, training, and supporting regional candidates. This program has been essential to filling our vacancies for decades.

Justification of Vendor Selection

Provide 3-5 bullet points that support the recommendation as to how this vendor was selected. You may attach any documents with additional data on their performance (please note below that this information is attached).

Use the below prompts to help guide your response.

- a. *Provide a 3-5 sentence summary of the vendor (can cut and paste contract Executive Summary) about who they are and what they do.*
- b. *What was the procurement process for selecting the vendor?*
 - i. *Which PPSD staff members were involved in that procurement process?*
- c. *If this is a returning vendor:*
 - i. *Share a summary of our experience with this vendor.*

Teach for America recruits and selects college graduates from top universities around the United States to serve as teachers. The selected members, known as "corps members," commit to teaching for at least two years in a public or public charter K–12 school in one of the 52 low-income communities that the organization serves. TFA has 12 years of experience in RI providing the services described in the RFP and has yielded enduring results with more than 37 current teachers, 10 instructional leaders, including school-based coaches, aspiring principals, AP's and school leaders, and district office staff in their alumni network. When the RFP was put out, TFA was our sole bidder.

Accountability Measures

*In 3-5 bullet points, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature. Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable. **Note: if this contract is a purchase agreement, you can skip this section.***

Use the below questions to guide your response.

- a. *Which PPSD staff member will serve as the lead for tracking accountability and performance metrics?*
- b. *What accountability measures have you agreed upon in your contract (can copy and paste from draft contract)?*
- c. *How is this purchase tied to overall student achievement (refer to TAP specific goals if possible)?*

- TFA Rhode Island’s educator preparation program is approved by the State of Rhode Island as the alternative certification pathway
- 100% of TFA Rhode Island corps members will serve in a high needs area (ESL, SpEd., or Secondary STEM) and obtain certification through RIDE

Spending Breakdown

In the table below, list the deliverables of the purchase or contract and their associated cost to justify the total cost of the purchase. If easier, please attach an excel file or other document.

Proposed Budget	Dollar Amount
\$10,000 per teacher for up to 50 teachers	\$500,000
Total	\$500,000